

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, APRIL 3, 2012
@ 9:00 A.M.

The regular meeting of the Martin County Board of Commissioners was called to order at 9:00 a.m. by Chairman Steve Donnelly.

Commissioners present were Elliot Belgard and Jack Potter. Commissioners Steve Pierce and Dan Schmidtke were absent. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Kevin Peyman, Martin County Highway Engineer, Rod Halvorsen, KSUM/KFMC Radio, Jennifer Brookens, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following corrections: 4.1 Presentation of 2011 Annual Martin County EDA Report; and 9.1 Accept Viewers Report for Recommended Outlet Fee and Benefits for JD #38. Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the March 20, 2012 regular Board of Commissioners meeting. Carried unanimously.

Chris Pierce, President of the Martin County Economic Development Authority (MCEDA) Commission, along with Bryan Stading, Senior Business Facilitator for Martin County, and Jon Herzog, Business Facilitator for Martin County, presented the CY2011 Martin County EDA Annual Report.

Stading stated that 2011 was an award winning year as the Martin County EDA IGNITE Program received the 2011 Outstanding Economic Development Effort Award on December 5, 2011 during the Association of Minnesota Counties' (AMC) Annual Conference. Stading noted the purpose of the award is to recognize and celebrate successful economic development efforts and partnerships that fulfill the MAPCED mission of fostering economic growth, expanding tax base, and enhancing quality of life in Minnesota counties. Stading went on to note that in 2011, MCEDA successfully provided technical business assistance to 36 entrepreneurs and spent more than 425 hours in performing services, stabilized approximately 10, expanded 7, and facilitated the creation of 5 businesses. Most importantly, we served as a catalyst in retaining and creating approximately 27 jobs in Martin County. Stading concluded with the success stories of House of Hope, Inc., and Sukalski Concrete Construction, LLC.

Herzog reiterated the Martin County EDA had a great year with many client successes; and highlighted the Business Plan in a Day Workshop that will be held on Thursday,

April 26th, 2012 from 9:00 a.m. to 3:00 p.m. at the Southern Minnesota Educational Campus located at 115 South Park Street.

Chris Pierce stated that on behalf of the EDA Board I would like to praise Jon and Bryan for all the work they've done. They've exceeded our expectations. I've talked to some of the people they've worked with and have gotten very positive feedback that both of you are easy to work with. I'd also like to thank the Martin County Board of Commissioners for your support and just hope that we continue to give you a good return on the investment you've given to us. We hope to expand our scope of activities in the coming year and welcome your input.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2011 Martin County EDA Report. Carried unanimously.

The Board thanked Stading, Herzog, and Pierce for their reports.

James Forshee, Martin County Auditor/Treasurer, stated we have received the renewal application for Consumption & Display Permit (Set-up License) for Margaret L. Nelson, d/b/a Ghost Town Tavern at 1203 260th Avenue in Granada, MN. Forshee stated all required paperwork has been received and is in order.

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the renewal of Consumption & Display Permit (Set-up License) for Margaret L. Nelson, d/b/a Ghost Town Tavern located at 1203 260th Avenue in Granada, MN effective April 1, 2012 through March 29, 2013. Carried unanimously.

Dan Whitman, Martin County Assessor, stated for a number of years the Assessor's Office has posted sales data spreadsheets on their website for area professionals to use. However, local media took some of this data out of context and published the incorrect data; and as a result the data was taken off the website. Since then we have heard from a number of professionals that used and missed that information. The need was for a spreadsheet with more complete information than what was originally posted on the website. Whitman noted that it does take time to put this information together and recommended creating a monthly newsletter for those interested. They can sign up for this service for a monthly fee of \$10.00 per month. If someone doesn't want to receive the information every month and only wants it periodically, then I suggest a \$15.00 fee.

Commissioner Belgard inquired how this information differs from the regular public information that's out there for sales data, if other counties are offering this service, and if we are competing with the private sector for this information.

Whitman stated the public information has very little or maybe no sales information on the website. The subscription website has this information available; but it is not in a form where all the information is in one spot to compare. The value in my

recommendation is that this will list all the sales and other data about the individual sales. Whitman went on to state some counties are giving out some data cheaper and some are not giving it at all; and you have to come to the window if you want the information. Whitman noted it is our data that the realtors and appraisers are after. When an appraisal is performed comparable sales information needs to be gathered and that is what our data will provide. I don't think we're competing; we're actually helping the business community.

After further discussion,

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Martin County Assessor's Office to move forward with establishing a Comparable Sales Data Report information sheet and email to subscribers at a per month fee of \$10.00; or \$15.00 for periodic requests. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, presented a department update informing the Board that weight restrictions went off today – Tuesday, April 3rd, 2012. Restrictions went into effect on March 6th and were on for four weeks; and that the County's gravel roads are in okay shape for this time of year.

Peyman next presented an aerial photograph and three improvement options for turning county owned property located at the corner of Second and Main Streets in Fairmont into a parking lot. Peyman stated the proposed parking lot will allow for seven spaces facing Second Street that will be reserved for the county fleet with room for ten more parking spaces at the north end of the lot. Peyman noted that would open up five (parking) spots that we're currently using in the parking lot across from the courthouse.

Peyman stated that if the County develops this property into a parking lot, I propose installing a free standing chain fence to distinguish the parking lot line. Entrance to the parking lot will be through the alley way only and exiting out the driveway onto Main Street. While there is width in the middle to have two way backing in and out, the reason it has to be one way is because of the driveway. If you have parking up to it (the driveway), it is going to take so much of the main entrance over on the east side, there is not room for two way traffic anymore. The other option is you could take out that curb and gutter section and move that entrance to center. This gets expensive too but I think one way traffic would suffice as opposed to taking out that entire curb and gutter section through that whole stretch. Obviously the easiest way to mark parking space is if it's a blacktop. The other option if you chose to leave it gravel would be either you could put up an individual sign to kind of distinguish parking space or another option would be to use those concrete portable curb sections to put down on each one to kind of distinguish where those spots are. Peyman stated the north side the lot is where you (the Board) would have to decide what your intent on the parking is. If it is meant only for courthouse business parking you want to have signage stating Courthouse Parking 8 a.m.-5 p.m., or Monday to Friday, Courthouse Parking Only or something like that. So

whatever you want to do with those parking spots it's your option; but if it is a gravel lot you have to have some type of parking sign there to distinguish the parking spots.

Peyman reviewed three improvement options for converting the property into a parking lot.

Martin County Parking Lot
201 Main Street, Fairmont, MN

Parking Lot Area = 6,082 ft²

ADD 2" GRAVEL AND BLADE/LEVEL SURFACE:

Aggregate needed: 38 yd³ or 55 tons.

Cost = \$660 (\$12/ton)

REMOVE 6" OF MATERIAL AND FILL WITH ROCK:

Rock needed: 113 yd³ of 160 tons.

Cost = \$3,500 (\$22/ton)

REMOVE 8" OF MATERIAL AND PAVE WITH BITUMINOUS:

Bituminous needed: 113 yd³ or 160 tons.

Aggregate needed: 38 yd³ or 55 tons.

Cost = \$17,000 (Bituminous \$100/ton, aggregate \$12/ton)

None of the three costs above include any county labor/equipment time

Custom 12" x 18" Parking Sign = \$35 each

EXIT/ENTER ONLY signs = \$50 each

Cost to sign all 17 parking spaces = \$595

Cost for one way signage = \$200

Peyman stated the first option of adding 2" of gravel and blade/level the surface is the easiest and cheapest option. However, the next more permanent solution is to remove 6" of material, fill it with more of a crushed rock material that will last longer and be easier to maintain. The last option would be to remove 8" of material, fill with aggregate, and pave with bituminous for a blacktop parking lot. This option would allow for distinguishing the parking lanes by striping the spots on the blacktop and eliminate the need for custom signs. Peyman noted that if the blacktop option is considered, he suggests waiting for next year as we will be able to tie it in with other projects and could get it done cheaper. Peyman recommends adding gravel for now, and then deciding at a later date.

Commissioner Belgard asked if there was money in the 2012 budget to pay for this project.

Scott Higgins, Martin County Coordinator, stated there are funds for this type of project in the capital improvement fund. After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, determining there is a need for additional parking for the county fleet vehicles and for courthouse business purposes, hereby approve improving the county owned lot located on 201 Main Street, Fairmont, MN into a parking lot; and to authorize the county engineer to move forward with option of adding 2" of gravel and blade/level surface of parking lot now, and re-examine bituminous pavement option with full Board at a later date; and to authorize expenditures for the improvements from the CIP Fund. Carried unanimously.

The Board thanked Peyman for his presentation.

Chairman Donnelly opened the public hearing for grant application to the Minnesota Department of Employment and Economic Development's (DEED) Small Cities Development Program.

Judd Schultz, Housing Services Director with Minnesota Valley Action Council, stated this is one of our last steps to complete the process for submitting this application for the Small Cities Development Program. Last time I was here, we talked about the changes we had made to the application required by DEED. We talked about reducing a number of communities from seven down to four and those four communities are Ceylon, Dunnell, Granada, and Northrop. I have met with Trimont's, Sherburn's, and Welcome's city administrators and explained what happened and how we're going to approach it and that we'll be working with each of those communities next year on submitting a comprehensive application from each individual community and they were all okay with that so I'll be meeting with those three cities probably in June to start that process. We're requesting approximately \$595,125. We're proposing twenty-three single family rehab projects. The breakdown ends up being you would ideally do eight projects in Ceylon, four projects in Dunnell, six projects in Granada, and five projects in Northrop. How we write that application is we'll say for the first nine months we'll give those communities the opportunity to get those projects. Then after that time if we haven't done eight projects in Ceylon and we really don't have the demand, we can expend that money into another community. I'm also meeting with the other communities over the course of this week to gather their signatures on documents and then the application will be submitted. We should hear our funding decision hopefully in May. We're hoping that the changes we made plus the leverage we have into the project will really make a difference in our application.

Chairman Donnelly asked for input from the public.

Chairman Donnelly asked if there was any other public input. No representatives from the public in attendance nor public input or comments submitted in writing were received concerning the proposed grant application for the Small Cities Development Program.

Motion by Commissioner Belgard, seconded by Commissioner Potter, to close the public portion of the meeting. Carried unanimously.

Forshee asked if the Small Cities Development Program loans are going to be something similar to the old MACARA loans and will the loans to these people have to be repaid?

Schultz stated these will be deferred loans so essentially the county would get that money back. I think it's a ten year deferred loan, so if somebody doesn't live in their property for ten years the county will get that money back.

After further discussion,

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve moving forward with Martin County 2012 Grant Application, and approve and authorize Board Chair to sign the Martin County 2012 Grant Application Citizen Participation Plan; and the Martin County Small Cities Development Program Application Cooperative Agreement. Carried unanimously.

Forshee stated the Blizzard Snowmobile Club is requesting approval to submit an application on behalf of the county for the Minnesota Department of Natural Resources Minnesota Snowmobile Trails Assistance Program for snowmobile trail maintenance.

Motion by Commissioner Belgard, seconded by Commissioner Potter,

R-#20/12

RESOLUTION

Application from the Blizzard Snowmobile Club for Maintenance Funding for the Existing GIA Trail System:

WHEREAS, Martin County, Minnesota desires to apply for maintenance funding for an existing GIA Trail System; and

WHEREAS, by Law of 1975, Chapter 204, Sections 51 and 95, there was appropriated to the Commissioner of Natural Resources, as a grants-in-aid to Local units of government, funds for said purposes; and

WHEREAS, said Martin County will contract with the Blizzard Snowmobile Club, Inc. to apply for this funding to maintain said GIA Trail System.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners approve of the application for maintenance funding for the existing GIA Trail, and that the Chairperson and/or the County Auditor/Treasurer be authorized to sign all documents relating to the program year.

Motion was made by Commissioner Belgard, seconded by Commissioner Potter, and carried this 3rd day of April, 2012.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Donnelly, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Potter, Belgard, and Donnelly. NAYS: None.
Resolution duly passed and adopted this 3rd day of April, 2012.

Chairman Donnelly stated that Cinde Andersen is willing to represent the Martin County Board and serve an additional term on the MRCI Board of Directors. Andersen's term will run through December 31, 2015.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve the re-appointment of Cinde Andersen to serve a four year term on the MRCI Board of Directors with term ending December 31, 2015. Carried unanimously.

Higgins stated the Board is being asked to consider allocating \$200.00 to the Martin County Township Association for the 2012 Annual Township Meeting meal.

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve a one-time allocation up to \$200.00 to the Martin County Township Association for the meal for the 2012 Annual Township Meeting to be held on April 10, 2012; to be expended from the General Government Fund. Carried unanimously.

Deb Mosloski, Drainage Specialist for Martin County, reviewed information received from Ron Ringquist, Viewer, recommending an outlet fee and benefits for an outlet into Martin County Judicial Ditch No. 38 for the petition submitted by Robert Neusch for the N ½ of Section 17 in Silver Lake Township. Mosloski noted the benefit for this contribution is recommended to be \$240.00 based upon the benefit value determined at the time of the improvement; and the recommendation for an outlet fee is \$900.00 based upon the cost of the improvement, adjusted for inflation and depreciation.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby accept the Viewers Report for recommended outlet fee and benefits for JD #38. Carried unanimously.

Mosloski presented a request that the County Ditch Authority set a public hearing date to hear the preliminary engineer's report on JD #40 for the improvement of increasing the drain capacity within Section(s) 13, 14, 11, 10, & 3 of Center Creek Township. After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby set the date of June 5, 2012 at 10:30 a.m. in the Commissioners Board Room – Martin County Courthouse, to hear the Preliminary Engineer's Report for the JD #40 Improvement Project. Carried unanimously.

Mosloski presented a brief office update stating that Mike Forstner, Ditch Inspector, is very busy with the camera system on various ditches; and invited the Board to attend a Nitrate Seminar at 9:00 a.m. on Wednesday, April 11, 2012 at the Martin County Library, basement meeting room.

At this time, the Board welcomed and presented county government information to the 2012 Boy and Girl County participants. The Board thanked the students and chaperones for their interest and attendance.

Higgins stated that Martin County's Transit Project Manager called to inform him that the JARC Transit Commuter Service Route has been put on hold effective immediately and that the County needs to go out for a Request For Proposal (RFP) to provide the service. Costs for the JARC service exceeds the current contract with Fairlakes Transportation by 10%. Therefore, the Federal Transit Authority (FTA) requires a formal Request for Proposal process. Higgins stated he has contacted the businesses in Jackson, MN and Blue Earth, MN as well as Mike Humpal with the City of Fairmont, informing them of the approximate 45 day delay to the commuter service route.

Commissioners presented their Board member reports.

Commissioner Potter stated he attended AMC Legislative Conference on March 21 & 22 and toured the Central Corridor Light Rail Transit System route from Target Field to the Union Depot in St. Paul; ditch meeting in Trimont on new ditch #350 on March 26th; Water Plan meeting on March 27th; and Human Services meeting on March 28th.

Commissioner Donnelly stated he attended a Personnel Committee meeting on Tuesday, March 20th; MPCA Area Six on Wednesday, March 21st; Business Government lunch at the Ranch; Personnel Committee meeting on Tuesday, March 27th; and Human Services meeting on Wednesday, March 28th.

Commissioner Belgard stated the only addition to what has already been mentioned is he attended the Martin County EDA meeting on Monday, April 2nd.

Commissioners reviewed their calendars of upcoming meetings and activities: April 3rd – 2012 Boy and Girl County luncheon at the Martin County Library; April 4th – Human

Services Executive Board meeting, Leadership Martin County, informational ditch meeting at 1:00 p.m. with Chuck Brandel, Engineer, and meeting with CADA of Mankato/Martin County Visitation Center at 2:00 p.m. at the Kinship House; April 5th - Transit Commuter Route meeting at the Fairmont WorkForce Center; April 6th - Faribault County Commissioner Tom Warmka will be having surgery; April 10th - Annual Meeting Martin County Association of Townships beginning at 6:30 p.m. at the American Legion in Welcome, MN; April 11th - University of Minnesota Nitrate meeting at the Martin County Library beginning at 9:00 a.m., Area Career Exploration Event from 8:00 a.m. to 12:00 noon at the Fairmont Junior/Senior High School; Region 9 meeting in the evening, and Bureau 14 meeting; April 12th - Soil and Water meeting; April 13th - Prairieland meeting, Healthy Youth Meeting at 9:00 a.m. at the K.C. Hall; April 17th - next regular Board of Commissioners meeting at 9:00 a.m.; April 18th - Department Director meeting at 8:30 a.m. in the Sisseton Conference Room.

Commissioners reviewed 2011 County Wind Energy Production for Taxes Payable in 2012; minutes of the March 14, 2012 South Central Service Cooperative meeting; potential assistance to Faribault County with Faribault County Transit monthly reporting to Mn/DOT; and CodeRed Emergency Notification System Frequently Asked Questions.

Higgins stated the Martin County Probation Department has requested out of state travel to visit clients that are in Estherville, Iowa and in Sioux Falls, South Dakota.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the out of state client visits for work purposes by the Martin County Probation Department to the locations of Estherville, Iowa and Sioux Falls, South Dakota. Carried unanimously.

Forshee stated a letter to the State Auditor's Office was sent requesting private firm auditing service beginning with the 2012 audit. Forshee went on to state he received notification from the Office of the State Auditor that his letter has been received and would process Martin County's request and advise accordingly.

Higgins presented an update including the completion of the reinstallation of the Solid Waste Coordinator's Door; and painting of the Coordinator's Office, Postage Machine Room, and Solid Waste Coordinator's Office.

Higgins proposed rate reduction from \$70.00 per side per bus to \$50.00 per side per bus for display advertising on Martin County Transit buses if lessee signs a year long advertising agreement. By consensus the board approved the reduction.

With no further business to wit, Board Chair adjourned the meeting at 11:19 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Donnelly, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator